



Date: May 4, 2025
To: Planning and Zoning Commission Members
From: Patrick R. Zenner, Development Services Manager
Re: STR Regulation Amendments

At the April 24, 2025 Planning Commission work session, staff presented revisions to the current regulatory language governing short-term rentals. The purpose of the proposed regulatory changes was to increase STR licensure compliance and reduce administrative burdens upon the staff, Planning Commission, and City Council. During the work session several revisions to the proposed revisions were requested.


Attached are the most current revisions that incorporate the Commission's comments and recommendations from April 24. The proposed revisions are essentially a complete re-working of the April 24 work session document. Staff found that the original version, with its mark-up, was less than clear in presenting the text to be removed and added. As such, please use the attached document to prepare any comments that you may desire to offer during the upcoming May 8 work session. Comparing the two documents is not practical given the formatting changes.

The attached revisions have attempted to draw a clearly distinction between when an STR would be a permitted and conditional use (new Tier 1). Within the new format, there is an added provision that is intended to give a cue to a reader that they must review the conditional use provisions before concluding that they are a "permitted" use. Finally, within the "conditional use" of Tier 1, staff has attempted to incorporate the standards that the Commission felt were baselines for when a dwelling unit's use as a STR would trigger a CUP.

There are several other technical changes that were made to the existing provisions that were not discussed on April 24, but those changes are generally minor and meant to address administration matters following the June 1 "full" enforcement deadline. These as well as the other more substantive changes contained with the attached document will be the focus of the upcoming work session. It is anticipated, based on the prior work session discussion, that the attached revisions address the Commission's stated concerns such that a public hearing to be scheduled on this matter for the June 5 PZC meeting. Doing so will fulfill the Council's directive that the current regulatory structure be revised to increase licensure compliance and administration efficiency.

Should any Commissioner have questions, please do not hesitate to contact me.

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 573.874.7474 Service Counter
573.874.7239 Administrative Offices

 701 E. Broadway, P.O. Box 6015
Columbia, Missouri 65205

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